

**MINUTES OF MEETING OF  
IRON ACTON PARISH COUNCIL  
Monday 21<sup>st</sup> February 2011**

The meeting of Iron Acton Parish Council was held in Iron Acton Parish Hall commencing at 7.30pm.

Present:- Mr. Bellis (Vice Chairman), Mr. Lomas, Mr. Taylor, Mrs. Aplin, Mr. Heal, Miss. Weldrake, Miss. Blanchard, Mrs. Evans (Clerk)

**Action**

**PUBLIC PARTICIPATION**

No members of the public were present.

Councillor Bellis expressed condolences on behalf of the Parish Council following the recent death of the Clerk's father-in-law. The Clerk thanked the Parish Council for their kind wishes and understanding over the past two weeks.

**01-02-11 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Sheppard, Gawler, Pat Hockey and Dave Hockey.

**02-02-11 DECLARATIONS OF INTEREST - Personal and/or Prejudicial**

Councillor Taylor wished to declare an interest in Agenda Item 16 - request for financial assistance to Iron Acton Residents Association.

**03-02-11 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

Copies of the minutes of the meeting held on 17<sup>th</sup> January 2011 had been circulated. Councillor Weldrake proposed and Councillor Aplin seconded that these minutes be approved and signed. **All agreed.**

**04-02-11 CLERK'S REPORT**

**Action from January Meeting**

06-01-11 - Neighbourhood Watch Scheme. The Clerk has emailed Mrs. Bennett requesting a list of all roads/streets within the Parish covered by the Neighbourhood Watch Scheme, as well as a list of all the co-ordinators. Councillor Bellis said that it was his intention to stand down as treasurer of the Iron Acton NWS.

14-01-11 - Annual Grasscutting Tenders. Letters and tender documents have gone out to Landscape Services, SGC, Frog Lane Farm, Holly Hill Farm, D.R. Howse and Frome Valley Landscaping requesting that tenders be returned by 14<sup>th</sup> March 2011. Notification of tenders has also been placed on the Parish notice boards and the web site.

National Grid Presentation - The Parish Council has received an invitation for a Parish Councillor to attend a presentation by the National Grid followed by a question and answer session on Thursday 3<sup>rd</sup> March commencing at 16.00 hrs in Thornbury. This presentation will cover the proposed Hinkley Connections and likely works anticipated for the proposal for a new nuclear station at Oldbury. There is a possibility of some works in the vicinity of Iron Acton however no more information is available at this stage. **It was agreed** that Councillor Blanchard would attend this presentation on behalf of Iron Acton Parish Council.

Cemetery - The Clerk has spoken to Mr. and Mrs. Jeff Gale in connection with the unsafe headstone of William Gale who was buried in Iron Acton in the 1940's. Mr. and Mrs. Gale are happy for the Parish Council to take whatever action necessary to make the headstone safe, and are quite content for it to be laid down on top of the plot. The Clerk will therefore ensure that this is done.

The footpath running through the cemetery also needs to be cleared of leaves. The Clerk will ask Mr. Hurley to do this.

The Clerk has checked the black and green bins in the cemetery weekly to see if they need to be emptied.

Private Lane, off High Street Hedge - The hedge was trimmed on Saturday 12<sup>th</sup> February 2011 and all cuttings taken away.

Web Site - The Parish Council web site has been revamped and is now running smoothly. The Clerk has put on a number of photographs to enhance the site and the 'News and Information' page has been moved up the order so that it is now the second page.

Footpaths - The Clerk was contacted by a member of the public, Mr. Williams who lives in Frampton Cotterell. Mr. Williams was complaining about the height of the stile along the footpath opposite Algars Mill. The Clerk has passed this query onto SGC PROW team.

Dyers Pond - The pond has had its annual one third clearance.

E-On Parish Council Pack - The Clerk reported that E-On had sent a pack (small tool-box) to the Parish Council containing what was considered useful items that a household should have during a power cut. These items were an analogue corded telephone; a torch with batteries; a wind-up mobile telephone charger; a battery operated radio; a foil blanket; a reusable hand warmer. The Clerk will relay this information to parishioners via the Parish Council web site. Councillors questioned the usefulness of this pack considering the cost implications involved in putting together the box and postage.

Listed Building Consultation - The Clerk reported that SGC were undertaking a review of all listed and locally listed buildings within the county. In connection with Iron Acton Parish, SGC are proposing the addition of Avenue House and Dean Close to the locally listed list. The Clerk had queried Dean Close with SGC. It turns out that Avenue House had once been divided into two properties (Avenue House and Dean Close). When the property was subsequently sold, it was returned back to one property (Avenue House). The Clerk informed SGC of this and they have amended their records. The Clerk also enquired of SGC whether the owners of Avenue House had been informed of SGC intention to add this house to the locally listed list and SGC confirmed that the owners had been fully informed.

Trading Standards Alerts - The Clerk informed the Parish Councillors that Trading Standards alerts had been received - "They are NOT from the Waterboard" and Scamnesty 2011. Both of these alerts had been publicised on the web site.

Turning Off Street Lights - The Clerk informed the Parish Councillors that a letter had been received from Inspector Deryck Rees of Chipping Sodbury Police Station. Recent trials have been undertaken in connection with the turning off of street lights in a number of areas throughout South Gloucestershire. The official Police position is that they neither support nor disapprove of the scheme, and the decision to switch off street lighting is for the town or parish and district council to make, not the Police.

Speedvisor Results Wotton Road - The Clerk informed the Parish Council of the results of the Speedvisor sign that had been located south of Chaingate Lane on the Wotton Road between 8<sup>th</sup> January and 7<sup>th</sup> February 2011. The sign had revealed that 85% of the traffic speeds had been above the 40mph limit. Therefore the sign will be programmed to be reinstated at this location as part of the on-going speed reminder programme.

- Frampton End Road Petition – Peter Jackson, Brian Allinson and Mark Shearman walked the whole of Frampton End Road on Thursday 17<sup>th</sup> February together with some of the residents who had organised and signed the recent petition. They experienced the road from a walkers viewpoint as well as meeting and talking to drivers, horse riders and families out walking with dogs and buggies when confronted with ‘white van man’ etc. Mr. Shearman has ordered black box monitoring equipment to be installed in the coming weeks to check on vehicle speeds and numbers using the road. Mr. Shearman expects to issue his report and recommendations needed to make the road safer for all users for consideration at the April round of Parish Council meetings.
- Core Strategy – Engine Common Proposal. The Public Enquiry into the Core Strategy is being brought forward to June/July 2011. Bloor Homes are expected to make their case at the Inquiry.
- Bags for Cardboard – As reported in last week’s Gazette, SITA and SGC have done a ‘u-turn’ and are now intending to provide heavy duty bags, larger than the one provided for paper collection, to all residents who want one for cardboard recycling. They will be made available in approximately six weeks time for collection by residents from local sources, eg Parish Councils, SORT IT Centres etc.

06-02-11 **PARISH COUNCILLOR’S REPORTS**

Councillor Heal requested that the Clerk make enquiries of SGC regarding activities at Crossing Cottage estate on the Latteridge Road. **Clerk**

Councillor Blanchard requested that the Parish Council write to SGC regarding the Morrisons depot and enquire about the procedure to change the use of the depot to an alternative type of user rather than a heavy goods delivery depot. **Clerk**

07-02-11 **FINANCIAL REPORT**

The Clerk reported balances as at 17<sup>th</sup> February 2011 of:-

National Westminster Current Account	£ 3,172.84
National Westminster Reserve Account	£ 160.70
National Savings Accounts	£16,418.35

In connection with the Parish Council’s disputed 2009/10 audit fee, the Clerk had received an email from Mazars stating that the scale of charges are set nationally by the Audit Commission and not Mazars. Therefore if the Parish Council had an objection to the fees then they should direct their complaint to the Audit Commission. **It was agreed** that the Parish Council would settle the 2009/2010 fee of £334.88. Proposed Councillor Bellis and seconded Councillor Weldrake. **All agreed.**

The Clerk also report that a letter had been received from Mr. Iain Selkirk offering his services as an Independent Internal Auditor. **It was agreed** that Mr. Selkirk be confirmed as the Parish Council’s Independent Internal Auditor for financial year ended 2010/2011. Proposed Councillor Bellis and seconded Councillor Weldrake. **All agreed.**

08-02-11 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

- PK11/0321/F - Hapenny Cottage, Chaingate Lane, Iron Acton – Erection of single storey side extension to provide additional living accommodation (resubmission of PK10/2031/F). No objections.
- PK11/0328/F - 327 North Road, Yate – Erection of two storey side and rear extension to form additional living accommodation, erection of replacement garage roof and erection of front porch. Creation of new vehicular access from North Road. No objections, providing the extension is built with compatible materials and is in keeping with the existing building.
- PK11/0477/F - Garborne, Chaingate Lane, Iron Acton – Erection of two storey rear

extension and first floor side extension to provide additional living accommodation. No objections.

09-02-11 **PLANNING CONSENTS**

- PK10/3454/F – Land at Larks Lane, Iron Acton
- PK10/3559/F – WH Bence Coachworks Ltd, Great Western Business Park

10-02-11 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK10/3557/CLP – Bramble Cottage, Latteridge Road, Iron Acton (refusal)

11-02-11 **PLANNING APPEALS**

- COM/10/0106/COU/1 – Bridge Cottage, Stover Road, Yate. The Clerk was instructed to request a copy of the Planning Inspectorate's decision notice and also to reiterate the Parish Council's objections to the original planning application for change of use.

12-02-11 **PLANNING ENFORCEMENT**

- None received.

13-02-11 **DISTRICT & PARISH ELECTIONS**

The Clerk had circulated a draft timetable of dates in connection with the forthcoming District & Parish Elections to be held on 5<sup>th</sup> May 2011. Prospective candidates can obtain nomination packs as from 1<sup>st</sup> March 2011; the Nomination Period opens on 24<sup>th</sup> March 2011; deadline for nominations is noon on 4<sup>th</sup> April 2011.

Further discussion then took place regarding the date of the Annual Parish Council Meeting and the date for the Annual Parish Meeting. **It was agreed** that the Annual Meeting of the Parish Council would take place on 16<sup>th</sup> May 2011 (the usual third Monday in the month) as this falls within the legal requirement of the Parish Council to take up their positions within 14 days of the election. The date of the Annual Parish Meeting was proposed as 23<sup>rd</sup> May 2011 in the Parish Hall. If the Parish Hall was not available then the Clerk was asked to enquire of North Road School. Proposed Councillor Blanchard and seconded Councillor Weldrake. **All agreed.**

14-02-11 **CEMETERY**

- The Clerk had circulated the updated burial fees for the cemetery following agreement at the January meeting to increase the fees by approximately 15%. **It was agreed** that these fees be signed and adopted by the Parish Council. Proposed Councillor Weldrake and seconded Councillor Bellis. **All agreed.**
- The Clerk had received a request to open a pre-purchased plot for the burial of the late Mr. Robin England. Proposed Councillor Weldrake and seconded Councillor Taylor. **All agreed.**
- The Clerk had received a quote from Mr. Andrew Herbert to repair the cemetery/allotment wall. The quote was for £1,200. **It was agreed** that additional quotes would be sought as Mr. Herbert's was considered to be rather high. The Clerk will contact the Leyhill Prison Team and another supplier. Proposed Councillor Bellis and seconded Councillor Lomas. **All agreed.**
- The Clerk reported that a request had been received for the erection of a headstone for the late Mr. Michael Cabry. Proposed Councillor Blanchard and seconded Councillor Weldrake. **All agreed.**

15-02-11 **MEMBERSHIP RENEWAL**

The Clerk informed the Parish Councillors that membership of the Open Spaces Society is due for renewal at a cost of £40.00 per annum. Following discussion, **it was agreed** not to renew the Parish Council's membership of this organisation. Proposed Councillor Heal and seconded Councillor Taylor. **All agreed.** The Clerk **Clerk** was instructed to respond accordingly.

16-02-11 **REQUEST FOR FINANCIAL ASSISTANCE**

- A request for financial assistance had been received from St. Peter's Hospice in Bristol. **It was agreed** that a donation of £250.00 would be made. Proposed Councillor Bellis and seconded Councillor Weldrake. **All agreed.**
- A new request for financial assistance had been received from Victim Support. **It was agreed** that a replacement cheque for £100.00 would be sent. Proposed Councillor Bellis and seconded Councillor Taylor. **All agreed.**
- A request for a donation of £50.00 had been received from Yate Heritage Centre. **It was agreed** that on this occasion the Parish Council would not donate any monies. Proposed Councillor Bellis and seconded Councillor Blanchard. **All agreed.**
- Councillor Taylor left the meeting room. A request for financial assistance had been received from Iron Acton Residents Association. **It was agreed** that the Parish Council would be happy to make donation a specific amount for a specific event to the Association. The Clerk was instructed to write to the Association informing them of the Parish Council's decision. Proposed Councillor Blanchard and seconded Councillor Lomas. **All agreed.** At the end of the discussions, Councillor Taylor was invited back to the meeting.
- A request for a donation had been received from the County Air Ambulance Trust. **It was agreed that** a donation of £100.00 would be made. Proposed Councillor Heal and seconded Councillor Bellis. **All agreed.**

17-02-11 **ALLOTMENTS**

- The Parish Council considered increasing the allotment rents for 2012/2013. There was a significant increase in the amount of water usage in 2009/2010 and in effect the Parish Council has been subsidising the allotments, as the costs associated with running the allotments far exceeds the amount of rent gathered. **It was agreed** that the differing allotments rents for pensioner and non-pensioner would be phased out and would be replaced by a parishioner and non-parishioner pricing scale. Non-parishioners would pay £35.00/annum and Parishioners would pay £25.00/annum. This increase in allotment rents reflects the amount of water being used as well as costs associated with running the allotments. Proposed Councillor Taylor and seconded Councillor Lomas. **All agreed.**
- The Clerk reported that a quote had been received from Mr. Andrew Herbert in connection with the installation of a standpipe within Nibley Lane allotments to replace the water trough. This quote was for £700.00 for the installation of a standpipe at the top of the allotments (in place of the water trough) and a second standpipe in the middle of the allotments to service the bottom row of allotments. **It was agreed** to accept this quote. Proposed Councillor Taylor and seconded Councillor Lomas. **All agreed.**

18-02-11 **JOINT PARISHES CYCLEWAY GROUP**

The Clerk informed the Parish Councillors that Yate Town Council intend to pass on administration costs of between £47.42 and £94.83 per meeting. This cost would be split equally between Group Members. Following discussion, **it was agreed** that Iron Acton Parish Council would not continue membership and withdraw. Proposed Councillor Aplin and seconded Councillor Taylor. **All agreed.** The Clerk

**Clerk**

19-02-11 **IRON ACTON VILLAGE GREEN**

In connection with issues relating to parking on the village green, and the Parish Council's tentative proposals to place boulders around the edges, Councillor Weldrake informed the Council that a parishioner had voiced complaints about this approach. Councillor Bellis pointed out that SGC have yet to report on their

findings in connection with the Traffic Management Review of the High Street, which also included the road around the village green. Councillor Taylor reported that parking on the green had become worse over recent months which are evidenced by the tyre tracks, worn grass and mud. If the Parish Council proceeds with the placing of boulders then they would have to be placed all around the green as a gap might be exploited. It was also understood that the placing of boulders would cause a radical change in the appearance of the village green.

Councillor Heal informed the Parish Councillors that boulders could be obtained from Hanson Quarry for £35/tonne.

The Parish Councillor's discussions concluded that the Clerk would obtain prices for three additional signs to be erected on the green (on the bend; in front of Two Wheels; and along Station Road). The Clerk was instructed to obtain prices and get the agreement of the Parish Council (via email or telephone) for this course of action prior to the March meeting. Proposed Councillor Heal and seconded Councillor Bellis. **All agreed.**

Councillor Taylor requested that if the parking situation had not improved by the end of August 2011 then an alternative, more permanent solution would be instigated. The Clerk would also prepare a separate article on the village green to go into the spring edition of Focal Poyntz.

20-02-11 **PARISH MEADOW PLAY AREA**

The Clerk informed the Parish Councillors that notification had been received from Playsafety Ltd in connection with the annual safety inspection, which was due to be conducted in June. Playsafety Ltd had charged £107 plus VAT for last year's inspection. The Clerk had contacted GB Sport & Leisure who installed the climbing net and they have confirmed that they would be able to undertake a RoSPA approved safety inspection for approximately £80. **It was agreed** that the Parish Council would request GB Sport & Leisure to undertake this year's inspection. Proposed Councillor Bellis and seconded Councillor Taylor. **All agreed.** The Clerk

Clerk

21-02-11 **REQUEST FOR WORK EXPERIENCE PLACEMENT**

The Clerk informed the Councillors of a request by Michael Evans (Clerk's son) to see if it would be possible for the Parish Council to accommodate his work experience placement for a week in July. Michael is extremely interest in history and wishes to study this at A Level. The Clerk confirmed that if the Parish Council was in agreement to this placement then there were a number of projects he could undertake such as cataloguing the deeds and documents held at the bank; researching how pieces of land came into the Parish Council's custodianship and plotting the timeline; inputting cemetery data; taking photographs of the parish to provide a pictorial snapshot of how the parish looks now and comparing it to historical pictures. The placement would be for 25 hours over the course of the week and the Clerk confirmed that she was more than happy to personally accommodate the extra hours. **It was agreed** that the Parish Council accept this placement. Proposed Councillor Bellis and seconded Councillor Taylor. **All agreed.**

21-02-11 **ACCOUNTS FOR PAYMENT**

Ross Office Supplies	Stationery – Lateral filing rails	£17.63
Mrs. P. Evans	Salary	£570.47
Mazars LLP	Audit Fee	£334.88
St. Peter's Hospice	Donation	£250.00
Victim Support	Donation	£100.00
County Air Ambulance	Donation	£100.00

Proposed Councillor Taylor, seconded Councillor Bellis, all agreed that the above accounts be paid.

**DATE OF NEXT MEETING**

The Meeting of the Parish Council will take place on Monday 21<sup>st</sup> March 2011 in the Marshall Rooms, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.35 pm.

**Signed:**

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**Dated:**

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